

CHARTER

GOVERNANCE AND TRUSTEE AFFAIRS COMMITTEE
OF THE
UNITED STATES COAST GUARD ACADEMY
BOARD OF TRUSTEES

NAME:

This body shall be known as the Governance and Trustee Affairs Committee of the United States Coast Guard Academy Board of Trustees (the Board).

PURPOSE:

The Governance and Trustee Affairs Committee will be a standing committee of the Board. The Committee shall have cognizance of all issues relating to the Board's internal affairs. The Committee will provide guidance and advice to the Chairman of the Board in the following areas:

1. Development of recommendations concerning Board membership, including trustee diversity and continuity issues.
2. Development and execution of orientation activities for new trustees including Coast Guard and Academy visits, providing appropriate background materials/reference documents, and mentor training by experienced trustees.
3. Development of recommendations concerning Board and trustee development offered by the Association of Governing Boards of Colleges and Universities (AGB), including AGB-sponsored mentor training for the Superintendent and Board Chair.
4. Development of recommendations concerning the need for self-assessment of Board performance.

The Committee may be asked from time-to-time to comment on other matters and issues relating to the internal affairs of the Board.

MEMBERSHIP:

The Committee will normally be comprised of four members appointed by the Chairman of the Board from the general membership of the Board. Members shall normally serve on the Committee for the duration of their tour on the Board. Committee membership may be adjusted to afford continuity.

APPENDIX D

ORGANIZATION:

The Chair of the Committee will be selected and appointed by the Chairman of the Board.

MEETINGS:

The Committee will meet as appropriate at times and places at the call of the Committee Chair. The Committee Chair, if active duty or SES, will host the meetings and provide clerical and other support. If the appointed chair is a non-active duty member or civilian trustee, support will be provided as directed by the Board Chairman. The Committee will be principals only with three committee members constituting a quorum.

FUNDING:

Travel for active duty or civilian Coast Guard Committee members will be funded by their organizations. Funding for travel for non-active duty members and civilian trustees will be requested from the Assistant Commandant for Human Resources on a case-by-case basis in advance of each meeting.

REPORTS:

The Committee Chair will submit a written report of Committee deliberations to the Chairman of the Board at the semi-annual Board of Trustees meetings, and will also be prepared to report on matters of which the Committee has cognizance as appropriate at each meeting of the Board.



F. L. AMES

Chairman, U.S. Coast Guard Academy
Board of Trustees